Home Office Expense Worksheet   For Tax Year 20_____

Enter amounts as yearly. Do not send receipts to Taxlink, keep them for your records. Direct expenses are those incurred directly related to your business. Indirect expenses are total amounts spent, personal and business usage, and will be calculated with the percentage of business use based on square footage as a deduction. Please only enter one or the other.

Deductions for un-reimbursed business expenses must be ordinary and necessary.

General Information	
Area used regularly and exclusively for business/inventory storage (square footage)	
Total area of home (square footage)	
Date of Service (when business commenced from home office)	
Purchase Price	

Expenses	Direct	Indirect
Deductible mortgage interest		
Real Estate taxes		
Insurance		
Repairs and maintenance		
Utilities		
Assessments		
Rent		
Other expenses (please list)		

Expense worksheets and tax organizer are provided as an aid to gather information pertinent to preparing your tax return. The expenses listed on these worksheets may or may not be all inclusive of your specific allowed deductions, nor are they necessarily deductible in your field of work. If you are unsure of a specific deduction, please consult with your tax preparer.

I hereby attest that the information provided above is true and correct and is to be used in the preparation of my tax return:

Signature:_____   Date:_____